

Roslyn High School
Roslyn Code of Conduct & Expectations for Overnight Trips

The safety of your child and other children attending overnight field trips is a cooperative responsibility. This document outlines the rules and expectations the School District has in place for student conduct on overnight trips. You and your child are required to review this document together and sign at the end in acknowledgement that you and your child understand the rules and expectations.

These rules and expectations are in place for the safety and well-being of your child. Compliance with these rules and expectations will allow for an enjoyable and fulfilling trip for all involved. If you have any questions about this document, please contact your child's trip Advisor and/or a building administrator.

Regulations and Behaviors:

1. While attending overnight field trips, the School District's Code of Conduct is in effect and must be followed by students. This includes during times of travel, lodging, mealtime, recreational time and during the school related event. No student shall violate any home school district policies, rules, ordinances and/or regulations, local, state or federal laws at any conference or event. Violations of the Code of Conduct and/or the law will result in disciplinary action being assessed, including the possibility of being sent home at parent(s)/guardian(s) expense.
2. Prior to their child's departure for the overnight trip, all parent(s)/guardian(s) agree to complete a thorough search of their child's bags and belongings prior to the trip to ensure there is no contraband, including but not limited to: alcohol, drugs, vapes, weapons, open bottles, soap/shampoo bottles which may contain alcohol, etc.
3. All student bags/belongings and rooms are subject to random searches by the School District at any time.
4. Students must travel with the Advisor/Chaperone(s) and group to and from the conference or event.

In traveling to, during and from all conferences and events, students, regardless of age, must be accompanied by their home school administration, Advisor and/or a Chaperone designated by their Advisor. Under certain circumstances a student may be permitted to travel with a parent or guardian with prior approval by the Advisor and Athletic Director.

5. Students are prohibited from acting in a rude, discourteous and/or unprofessional manner towards other students, Advisors/Chaperones, and third parties at the conference or event.
6. Students who make unreasonable noise in (talking, music, or other sounds that can be heard from outside the room) and/or outside their assigned rooms at any time while attending a conference or event will be given one (1) warning. If the noise continues, the Advisor and/or Chaperone will be called, and appropriate corrective action/penalties assigned. Students will refrain from using inappropriate or profane language at all times while at any conference or event. This includes traveling to and from the event, at the event, in their room or hallway.
7. Students are prohibited from engaging in verbal or physical abuse, and/or name calling.
8. A student shall not engage in written, verbal, physical or electronic activities that may lead to illegal acts, harassment, hazing or bullying. This also includes text messages and other apps, and all social media such as, but not limited to Twitter, Facebook, Instagram, etc.
9. The use of any harassment against anyone on the basis of race, color, creed, national origin, ancestry, age, gender, gender identity, gender expression sexual orientation, weight, ethnic group, religion, religious practice, or disability is prohibited. Student(s) will receive automatic suspension from the conference or event and will be sent home at parent(s)/guardian(s) expense.
10. No student shall leave the conference hotel, event venue, or a session or meeting without supervision of the Advisor and/or Chaperone.
11. Students shall respect the rights and safety of other hotel guests at all times.
12. All students have the responsibility of informing their Advisor and/or Chaperone(s) if they are assigned to a room that adjoins a room with members of the opposite sex.
13. Proper attire is expected as may be required by the event/activity and the Student Dress Code.
14. Students should be prompt for all activities and plan on arriving 5-10 minutes early. Lateness to scheduled functions and activities may result in a consequence as determined by the Advisor.
15. Students are responsible for keeping their Advisor and/or Chaperone informed of their activities and whereabouts at all times.
16. Meetings between students shall be restricted to authorized activities. There is to be no unauthorized fraternizing of any kind with students from other schools beyond scheduled

conference events and activities without first obtaining the express consent of the Advisor and/or Chaperone.

17. No students are permitted in hotel rooms of other students unless given permission by chaperones/supervisors.
18. All students will be in their assigned rooms at or before the assigned curfew by the Advisor and/or Chaperone, which will be designated at each conference or event, and shall remain in their room the entire night until such time as assigned by the Advisor. Students will be quiet at curfew, and shall refrain from making any loud, offensive and/or derisive comments and statements to another student and/or third party at any time. All room doors and connecting room doors must be closed and locked at curfew and remain such until no earlier than such time as assigned by the Advisor. **CURFEW WILL BE ENFORCED.**
19. There will be no defacing of public property. Any damage to any property, including, but not limited to, property or furnishings in the hotel rooms or buildings must be paid by the individual student(s).
20. Students shall be responsible for payment of related charges incurred such as telephone calls, damages to room or hotel, and any meals and related expenses not otherwise explicitly included as part of the conference or event or approved in advance by the School District.
21. No student is permitted inside a public dance hall, bar, or club during the conference or event without authorization from the Advisor and/or Chaperone. For the purpose of this rule, entering a publicly recognized restaurant which is proper and suitable for minors but may sell alcohol in addition to food, such as TGIF's, Outback, and Applebee's, is not prohibited. Under no circumstance, however, may a student consume or order an alcoholic beverage.
22. A student shall not engage in any illegal, lewd, indecent, sexual or obscene act or expression.
23. Any student who is ill and is not well enough to attend any scheduled event or meeting should inform their Advisor and/or Chaperone immediately. Depending upon the circumstances, a student may be directed to rest under Advisor and/or Chaperone supervision for the remainder of the day.
24. Students are expected to act and behave in a responsible and appropriate manner. Acts such as throwing objects from windows; loud, profane, lewd, vulgar and/or abusive language; obstructing vehicular or pedestrian traffic; hazing; gambling; stealing; vandalism; harassment; using electronic and/or digital equipment, communications

and/or other device in an inappropriate manner and/or to carry out any of the objectionable conduct set forth in this Code of Conduct; sexually suggestive or provocative dancing; indecent exposure of private body parts in a lewd or offensive manner; improper touching of oneself or another; committing an act of violence such as hitting, biting, punching and scratching another student, Advisor, Chaperone, or third party; possessing a weapon or threatening to use and/or using a bomb, explosive or device, weapon or other instrument or any object in a dangerous manner; threatening any act of violence; willfully pulling a fire alarm without cause; reporting a false bomb threat or other false emergency and/or failing to comply with reasonable requests or direction from an Advisor, Chaperone and/or hotel personnel and conference or event attendees will not be tolerated.

25. Any other action that is insubordinate, disruptive, dangerous, violent and/or threatening to the safety, morals, health and/or welfare of the student(s) or others is prohibited.

Illegal Substances:

1. No student shall be in the possession of alcohol, purchase or sell alcohol or knowingly be in the same hotel room where alcohol is present.
2. No student shall use, possess or sell any illegal or controlled substances or drug paraphernalia during a conference or event.
3. No student shall be in a room knowing that an illegal and/or controlled substance is present during a conference or event.
4. No student shall use, possess, sell or be in possession of any vaping device or e-cigarette.
5. This is a school sponsored event; therefore, smoking or vaping is not permitted at any time on the trip.

Overnight Trip Infraction/Consequence Chart

While on an overnight trip, students will be subject to the rules of expected behavior as set forth in the School District's Code of Conduct. Violations of the Code of Conduct and rules put in place for the overnight trip will result in disciplinary consequences upon return to school. In addition, students will be subject to the following consequences for the infractions listed below. Depending on the circumstances, additional and/or alternative consequences may be imposed.

Infraction	Consequence
Alcohol/Drugs/Vaping	Sent home at parent(s)/guardian(s) expense.
Students in other rooms without permission from advisor/chaperone	Sent home at parent(s)/guardian(s) expense.
Rude and disrespectful behavior toward advisor/chaperone or fellow students	Sent home at parent(s)/guardian(s) expense.
Hazing and/or bullying	Sent home at parent(s)/guardian(s) expense.
Breaking curfew: not in room at assigned time	No activities for the following day and supervised by chaperone.
Any infraction not listed	Will be determined by an Administrator with the Advisor.

Infraction	Consequence
Late to scheduled functions and activities	Student will not participate in the next day's activities under the supervision of a chaperone or will be sent home at discretion of administrator.
Pranks - Improper behavior	Student will not participate in the next day's activities under the supervision of a chaperone or will be sent home at discretion of administrator.
Leaving room after curfew	Student will not participate in the next day's activities under the supervision of a chaperone.
Student out-of-bounds	Student will not participate in the next day's activities under the supervision of a chaperone.
Any other infractions not listed	Student will not participate in the next day's activities under the supervision of a chaperone.

Out of Bounds (Do not violate - respect others)

As a school sponsored event, smoking is prohibited. Remain seated on the bus. Music and computers must be listened to with headphones. Be considerate of other guests in the hotel.

- Keep TV, music, voice, at a minimum volume
- No running
- No jumping on furniture
- No defacing of hotel (You will be billed)
- No removal of hotel property (You will be billed)
- Keep rooms in order at all times
- Do not use the hotel room phones or make any charges to the room
- Do not slam the hotel doors

Chaperones can/will knock and search any student's room if necessary to enforce all school rules and regulations.

The Roslyn Union Free School District Code of Conduct (Policy 5300) can be found on the Roslyn Public Schools website at the following link:

<https://www.roslynschools.org/cms/lib/NY02205423/Centricity/Domain/26/5300%20Code%20of%20Conduct%20Adopted%2010.04.18.pdf>.

If, for disciplinary reasons, it is necessary to send a student home, the parent(s)/guardian(s) will be required to work with the School District to ensure the safe return of the student to home/school. Such requirement may require the parent(s)/guardian(s) to come to the student's location and return home with the student. Parent(s)/guardian(s) will be responsible for transportation costs if their child is sent home early.

I acknowledge that the Roslyn Union Free School District Code of Conduct (Policy 5300) is in effect for the entire trip. I have reviewed the Roslyn Union Free School District Code of Conduct (Policy 5300) and expectations with my child(ren) attending the overnight trip. I have also reviewed this specific document with my child.

STUDENT SIGNATURE: _____

PRINT NAME: _____

DATE: _____

PARENT/GUARDIAN SIGNATURE: _____

PRINT NAME: _____

DATE: _____